

Lincoln International High School wants to hire a full-time Community School Coordinator as a school employee, who will be employed all year round.

Qualifications

- Experience coordinating and/or managing programs in an educational, non-profit, or human services setting;
- 3-5 years of experience in education or community-related role;
- Ability to communicate and work with multilingual families and youth;
- Strong written and verbal communication skills;
- A high degree of cultural awareness and competency in cross-cultural practice with children and families;
- Available to work a flexible schedule that includes summer months and some evenings and some weekends.

Key Responsibilities:

- Participate weekly in Student Support Team meetings with administrators, monthly working group lead meetings, and quarterly Family Advisory Team meetings.
- Build and lead a diverse team to implement an asset and needs assessment and community mapping assessment and develop a full-service community school plan in partnership with all constituent groups;
- Build strong relationships with school partners and diverse community stakeholders and identify opportunities for them to align to school vision. Act as a point person for agencies and programs interested in partnering with the school and help broker new partnerships that are aligned with school vision;
- Participate in the daily life of the school and community and family engagement events with the school and community partners;
- Attend both virtual and in-person training to fully implement a full service community school that the administration feels is necessary. Attend all school professional development.

Salary: \$65,000 plus benefits

Start Date: September 2, 2024

Please apply with a resume and cover letter ATTACHED TO AN EMAIL to manyit@lincolnihs.org and kadieb@lincolnihs.org

Lincoln International High School
2520 Minnehaha Ave
Minneapolis, MN 55404
www.lincolnihs.org